

Approved For Release 2001/04/30 : CIA-RDP80-01240A000200090009-3

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**SECRET** [Redacted] *[Signature]*

Page - 36

OFFICE OR STAFF <b>DEPUTY SECRETARY SUPPORT</b>			OFFICE CODE NO. <b>6</b>	APPROVAL DATE <b>4 DEC 1962</b>	CONTROL NUMBER <b>25</b>	PAGE <b>1 OF 1 PAGES</b>		
DELETIONS				ADDITIONS				
ORGANIZATIONAL UNIT AND POSITION TITLE	GRADE	POSITION CONTROL AND NUMBER	SD	ORGANIZATIONAL UNIT AND POSITION TITLE	OCCUPATIONAL CODE AND GRADE	POSITION CONTROL AND NUMBER	SD	REMARKS
<b>OFFICE OF THE SECRETARY SUPPORT ASSISTANT</b>				<b>OFFICE OF THE SECRETARY SUPPORT ASSISTANT</b>				
Budget Officer	GS-13	309 (1)	SD	ADM OFFICER	GS-0301.03-13	340 (1)	SD	P. 309
<p style="text-align: center;">           DOC <u>6</u> REV DATE <u>6-4-81</u> BY <u>006199</u>            ORIG COMP <u>—</u> OPI <u>38</u> TYPE <u>01</u>            ORIG CLASS <u>S</u> PAGES <u>2</u> REV CLASS <u>C</u>            JUST <u>22</u> NEXT REV <u>2011</u> AUTHI <u>HR 10-2</u> </p>								<i>Filed to LR 12/6/62 seth</i> <i>Filed to Bl Book 12/6/62 seth</i>
<p>Per memorandum request to C/SWD from Executive Secretary, Administration Career Board dated 29 November 1962.</p>								<i>25X1A9a</i>
STAFFING COMPLEMENT TOTALS				APPROVAL				PLEASE MAKE CHANGES ON OFFICE RECORDS AS NECESSARY
No Change								Chief, Salary and Wage Division <small>TITLE</small>

CF

RHT

~~CONFIDENTIAL~~

29 November 1962

MEMORANDUM FOR: Chief, Salary and Wage Division, Office of Personnel  
THROUGH : Executive Secretary, Comptroller Career Service  
Board  
SUBJECT : Change in Service Designation of Position Number  
0309 Office of the SSA-DD/S

It is requested that the service designation of subject position be changed from SF to SA and that the position title be changed to Administrative Officer.

[REDACTED] 25X1A9a

Executive Secretary  
Administration Career Board

25X1A9a

To accommodate [REDACTED], 12/30/62

~~CONFIDENTIAL~~

